



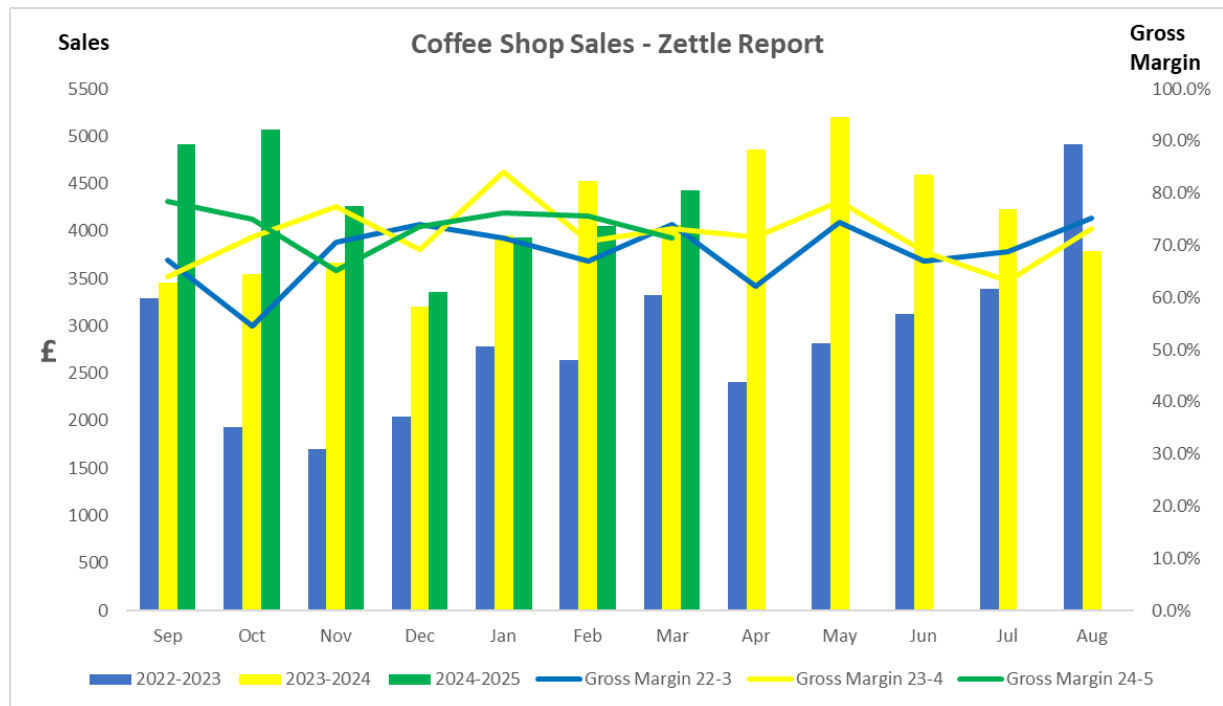
Monthly Management Report

For the period ended 31 March 2025

Prepared by
Treasurer

Prepared on
1 April 2025

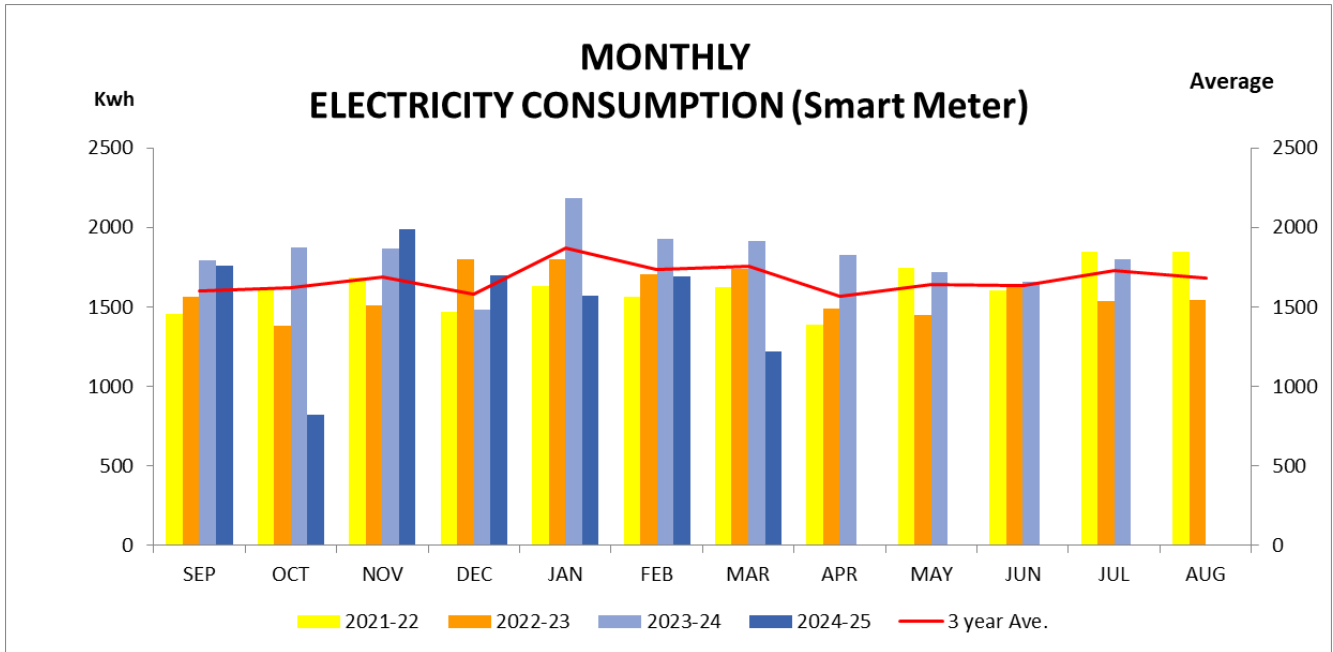
Coffee Shop



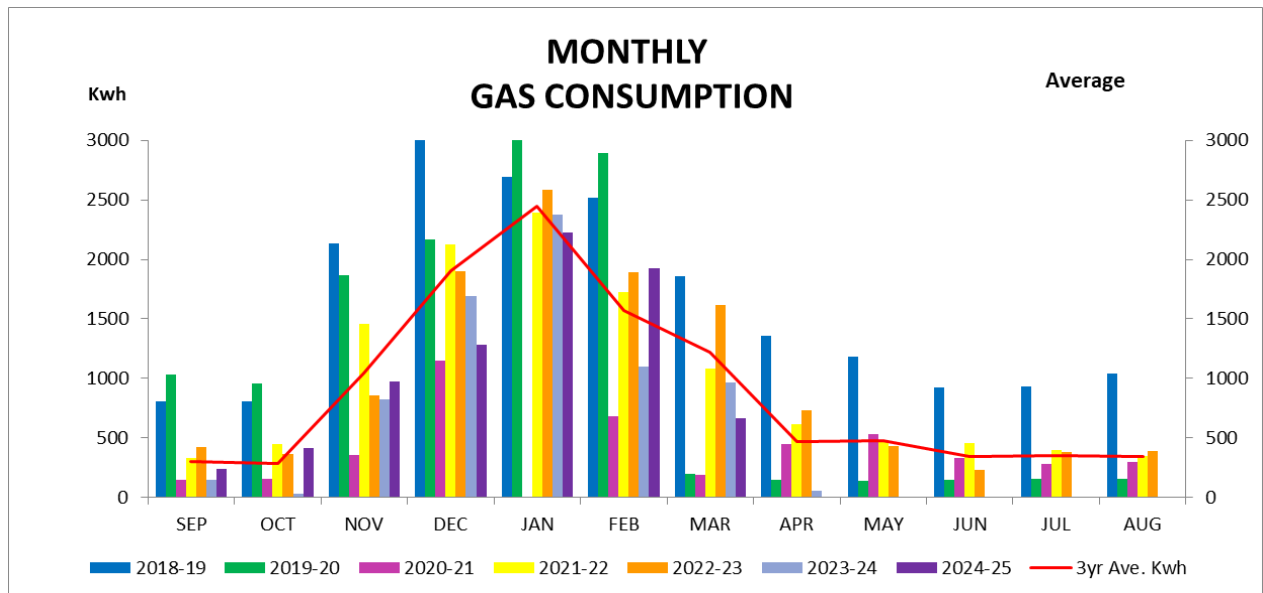
A very good month overall, with some very high daily sales – offset by some quiet days!

Becky was off ill for one week and we were well supported by volunteers, although we still need more.

Utilities

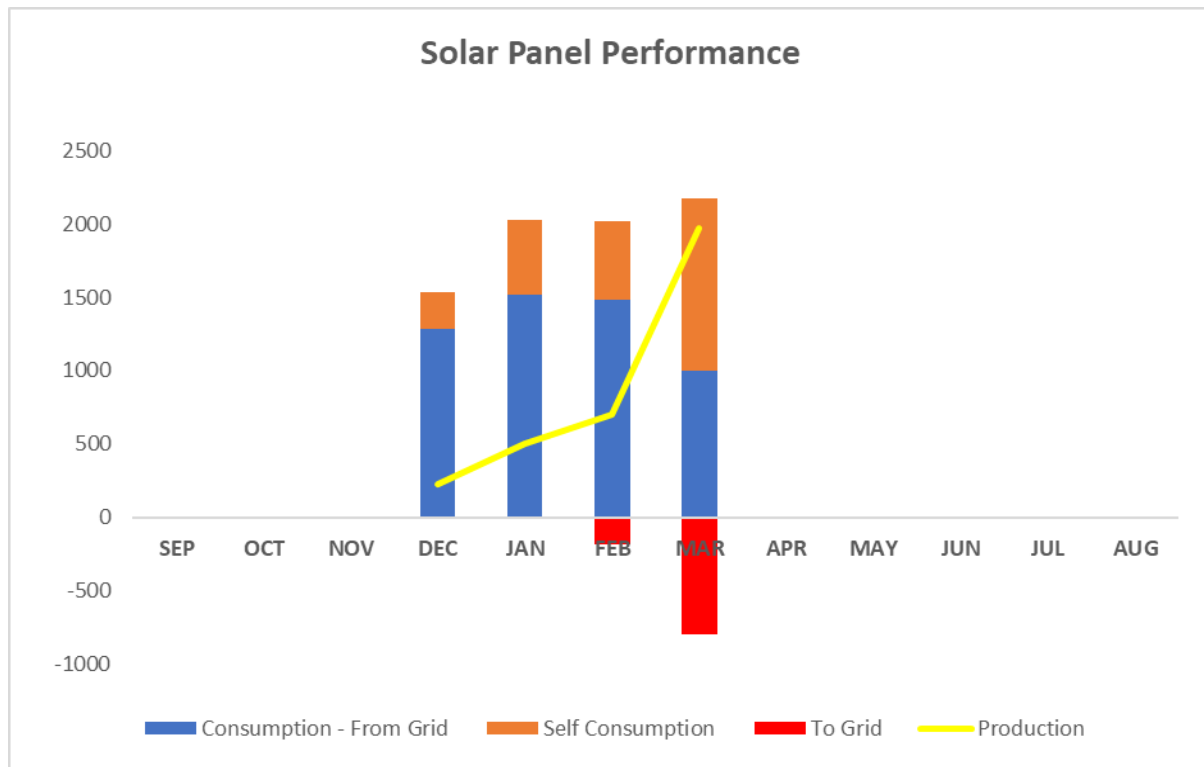


As expected, we are seeing a fall in consumption from the Grid. See Solar below.



Once again, the Gas smart meter has failed and has been reported to Octopus.

Solar Panels



To explain the chart:

The total above the line shows total electricity usage – in March it was 2171 kWh. This was made up from a combination of self generation and purchase from the Grid.

Below the line you can see the “over production” i.e. electricity which we generated but could not use and so it went to the Grid.

The Production line shows total electricity generated.

We are still learning the system and have recently switched to an AI managed control. This should monitor performance and optimize our usage.

We are now on a variable rate tariff, buying cheap electricity overnight and storing it in the batteries, and paying peak rate late afternoon. We also receive £0.03 per kWh for electricity returned to the grid.

Budget vs. Actuals - Month

March 2025

				Total
	Actual	Budget	over Budget	% of Budget
INCOME				
Coffee Shop				
Card Sales		0.00	0.00	
Cash Sales		0.00	0.00	
Zettle sales	4,401.70	4,324.32	77.38	101.78941%
Total Coffee Shop	4,401.70	4,324.32	77.38	101.78941%
Hall Hire				
Deposits	100.00		100.00	
Kitchen		20.00	-20.00	
Main Hall	2,831.95	2,329.00	502.95	121.59511%
Meeting Room	605.25	661.00	-55.75	91.56581%
Servery	241.20	129.00	112.20	186.97674%
Stage	183.00		183.00	
Total Hall Hire	3,961.40	3,139.00	822.40	126.19943%
Unapplied Cash Payment Income	-10.40		-10.40	
Total Income	8,352.70	7,463.32	889.38	111.91668%
COST OF SALES				
C/S Costs				
Cash Adjustments	-7.45	0.00	-7.45	
Coffee Machines	425.58	0.00	425.58	
Furniture and Equipment		50.00	-50.00	
NI, Pension & Tax	723.91	728.26	-4.35	99.40269%
Other		0.00	0.00	
Supplies	1,271.69	1,210.81	60.88	105.02804%
Training		100.00	-100.00	
Wages	2,926.10	2,907.26	18.84	100.64803%
Total C/S Costs	5,339.83	4,996.33	343.50	106.87505%
Zettle Usage Charge	55.83	56.00	-0.17	99.69643%
Total Cost of Sales	5,395.66	5,052.33	343.33	106.79548%
TOTAL	2,957.04	2,410.99	546.05	122.64837%
EXPENDITURES				
Maintenance				
Air Conditioning Service		0.00	0.00	
Boiler & Plumbing		0.00	0.00	
Decoration		0.00	0.00	
Electrical Work		0.00	0.00	
Fire & Security Alarms		0.00	0.00	
Fire Extinguishers & PAT		0.00	0.00	
Garden and Landscaping	93.74	150.00	-56.26	62.49333%
Misc.		0.00	0.00	
Repair & Maintenance		0.00	0.00	
Stair Lift Service	44.00	44.00	0.00	100.00%
Total Maintenance	137.74	194.00	-56.26	71.00%
Other Expenses				
Misc.		10.00	-10.00	

				Total
	Actual	Budget	over Budget	% of Budget
Stationery & Expenses		10.00	-10.00	
Total Other Expenses		20.00	-20.00	
Utilities				
Auditors		1,616.16	-1,616.16	
Cleaning	1,048.00	826.80	221.20	126.75375%
Cleaning Materials	76.98	60.31	16.67	127.64052%
Electricity	425.46	200.00	225.46	212.73%
Gas		114.00	-114.00	
I.T.	47.00	47.00	0.00	100.00%
Public Licences		300.52	-300.52	
Refuse Collection	108.50	94.75	13.75	114.51187%
Telephone & Broadband	34.94	35.62	-0.68	98.09096%
TV License	15.00	13.25	1.75	113.20755%
Water		0.00	0.00	
Window Cleaning	64.00	66.56	-2.56	96.15385%
Total Utilities	1,819.88	3,374.97	-1,555.09	53.92285%
Total Expenditures	1,957.62	3,588.97	-1,631.35	54.54545%
NET OPERATING INCOME	999.42	-1,177.98	2,177.40	-84.84185%
OTHER INCOME				
Other Income				
Book Exchange	12.00	10.00	2.00	120.00%
Savings Account Interest	100.38	100.00	0.38	100.38%
Total Other Income	112.38	110.00	2.38	102.16364%
Total Other Income	112.38	110.00	2.38	102.16364%
NET OTHER INCOME	112.38	110.00	2.38	102.16364%
NET INCOME/(EXPENDITURE)	£1,111.80	£ -1,067.98	£2,179.78	-104.10307%

Budget vs. Actuals - Year to Date

September 2024 - March 2025

				Total
	Actual	Budget	over Budget	% of Budget
INCOME				
Coffee Shop				
Bank Payments	373.85		373.85	
Card Sales	3,242.75	3,200.00	42.75	101.33594%
Cash Sales	1,322.55	1,124.32	198.23	117.6311%
Zettle sales	25,057.25	25,945.92	-888.67	96.57491%
Total Coffee Shop	29,996.40	30,270.24	-273.84	99.09535%
Hall Hire	106.00		106.00	
Deposits	-200.00		-200.00	
Deposits Retained	125.00		125.00	
Kitchen	50.00	140.00	-90.00	35.71429%
Main Hall	17,737.79	16,303.00	1,434.79	108.80077%
Meeting Room	2,872.50	4,627.00	-1,754.50	62.08126%
Servery	1,392.20	903.00	489.20	154.17497%
Stage	183.00		183.00	
Total Hall Hire	22,266.49	21,973.00	293.49	101.33568%
Unapplied Cash Payment Income	-10.40		-10.40	
Total Income	52,252.49	52,243.24	9.25	100.01771%
COST OF SALES				
C/S Costs				
Cash Adjustments	-7.45	0.00	-7.45	
Coffee Machines	1,639.38	1,511.50	127.88	108.46047%
Furniture and Equipment	336.05	350.00	-13.95	96.01429%
NI, Pension & Tax	5,078.45	5,097.82	-19.37	99.62003%
Other	100.00	100.00	0.00	100.00%
Supplies	7,848.56	8,475.67	-627.11	92.60106%
Training		100.00	-100.00	
Wages	20,500.98	20,350.82	150.16	100.73786%
Total C/S Costs	35,495.97	35,985.81	-489.84	98.6388%
Zettle Usage Charge	374.07	448.00	-73.93	83.49777%
Total Cost of Sales	35,870.04	36,433.81	-563.77	98.45262%
TOTAL	16,382.45	15,809.43	573.02	103.62455%
EXPENDITURES				
Maintenance				
Air Conditioning Service	275.00	286.00	-11.00	96.15385%
Boiler & Plumbing	1,202.68	167.52	1,035.16	717.93219%
Decoration		1,500.00	-1,500.00	
Electrical Work	605.83	346.66	259.17	174.76201%
Fire & Security Alarms	701.99	176.80	525.19	397.05317%
Fire Extinguishers & PAT	170.00	300.00	-130.00	56.66667%
Garden and Landscaping	93.74	150.00	-56.26	62.49333%
Misc.		600.00	-600.00	
Repair & Maintenance	1,057.51	6,200.00	-5,142.49	17.05661%
Stair Lift Service	132.00	132.00	0.00	100.00%
Total Maintenance	4,238.75	9,858.98	-5,620.23	42.9938%

				Total
	Actual	Budget	over Budget	% of Budget
Other Expenses				
Misc.	233.75	70.00	163.75	333.92857%
Stationery & Expenses	18.63	70.00	-51.37	26.61429%
Total Other Expenses	252.38	140.00	112.38	180.27143%
Unapplied Cash Bill Payment Expenditure	0.00		0.00	
Utilities				
Auditors	1,630.00	1,616.16	13.84	100.85635%
Cleaning	5,781.31	5,787.60	-6.29	99.89132%
Cleaning Materials	473.91	422.17	51.74	112.25573%
Electricity	1,699.42	1,937.00	-237.58	87.73464%
Gas	352.95	817.00	-464.05	43.20073%
I.T.	670.56	385.00	285.56	174.17143%
Public Licences	154.20	446.70	-292.50	34.51981%
Refuse Collection	623.20	663.25	-40.05	93.96155%
Telephone & Broadband	248.86	249.34	-0.48	99.80749%
TV License	99.75	92.75	7.00	107.54717%
Water	270.50	270.50	0.00	100.00%
Window Cleaning	128.00	199.68	-71.68	64.10256%
Total Utilities	12,132.66	12,887.15	-754.49	94.14541%
Total Expenditures	16,623.79	22,886.13	-6,262.34	72.63696%
NET OPERATING INCOME	-241.34	-7,076.70	6,835.36	3.41035%
OTHER INCOME				
Other Income				
Book Exchange	87.34	70.00	17.34	124.77143%
Savings Account Interest	481.96	460.00	21.96	104.77391%
Total Other Income	569.30	530.00	39.30	107.41509%
Total Other Income	569.30	530.00	39.30	107.41509%
NET OTHER INCOME	569.30	530.00	39.30	107.41509%
NET INCOME/(EXPENDITURE)	£327.96	£ -6,546.70	£6,874.66	-5.00955%

Balance Sheet

As of March 31, 2025

	Total
FIXED ASSET	
Tangible assets	
Fixtures and fittings - accumulated depreciation	-36,734.89
Fixtures and fittings - cost	45,159.94
Freehold Property - Cost	1,124,586.31
Solar Panels - additions	5,500.15
Total Tangible assets	1,138,511.51
Total Fixed Asset	1,138,511.51
CASH AT BANK AND IN HAND	
Barclays Current Account	2,854.15
Barclays Savings Account	25,142.91
Cash	
Float	47.00
Petty Cash	0.00
Till	116.85
Total Cash	163.85
Zettle liquid account	857.72
Zettle/Paypal Bank	0.00
Total Cash at bank and in hand	29,018.63
CURRENT ASSETS	
Prepayments	61.75
Stock Asset	100.00
Zettle Cash Payments	373.15
Total Current Assets	534.90
NET CURRENT ASSETS	29,553.53
CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	
Current Liabilities	
Accruals	1,655.22
VAT Control	-5,360.61
VAT Suspense	0.00
Zettle gift card	25.00
Total Current Liabilities	-3,680.39
Total Creditors: amounts falling due within one year	-3,680.39
NET CURRENT ASSETS (LIABILITIES)	33,233.92
TOTAL ASSETS LESS CURRENT LIABILITIES	1,171,745.43
TOTAL NET ASSETS (LIABILITIES)	£1,171,745.43
CHARITY FUNDS	
General fund - Restricted	350.00
General Fund - Unrestricted	1,169,981.99
Grant - Solar Panels - restricted	22,000.00
Solar Panels - Cost	-22,000.00
Total Grant - Solar Panels - restricted	0.00
Retained Earnings	1,085.48
Surplus/(Deficit)	327.96
Total Charity funds	£1,171,745.43

Notes

March

Coffee Shop Coffee Machines – Service and new water filters

Garden & Landscaping – Sue Barton is leading a team of volunteers to tend and replant the VH garden. This expenditure was to top up the soil level in the bed outside the Meeting Room and for a large planter, currently in store. Additional plants will be purchased in May, in readiness for Open Gardens.

Cleaning – We are having additional cleaning done. The Meeting Room carpets have been cleaned, focusing on the bad staining. All hard floors have been scrubbed. This will be repeated and a seal applied when time permits.

April

The corridor and servery were decorated at the end of March, with the invoice payment due in April.

Year to Date

We are in a good position with a £6.8k improvement against budget and almost at breakeven. However, the decorating was budgeted for earlier in the year, and so when the cost comes through we will be c. £2k adverse.

We also have the long outstanding problems with blinds, front door and locking system, all of which may have a significant impact.